

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE OF <b>1</b>   <b>9</b> PAGES
2. AMENDMENT/MODIFICATION NO. <b>0002</b>		3. EFFECTIVE DATE <b>12 Mar 2004</b>	4. REQUISITION/PURCHASE REG. NO. <b>N/A</b>	5. PROJ NO. (if applicable)
6. ISSUED BY CODE  <b>CONTRACTING OFFICER NAVSURFWARCENDIV 300 HWY 361 CRANE IN 47522-5001 BUYER/SYMBOL: Daniel Davis/1162NN PHONE: 812-854-3384 E-mail: <a href="mailto:DavisDC@crane.navy.mil">DavisDC@crane.navy.mil</a></b>		7. ADMINISTERED BY (if other than Item 6) CODE  <b>N00164</b>		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, State and ZIP Code)			9A. AMENDMENT OF SOLICITATION NO. <b>N00164-03-R-4401</b>	
			9B. DATED (SEE ITEM 11)	
			10A. MODIFICATION OF CONTRACT/ ORDER NO.	
			10B. DATED (SEE ITEM 13)	
TIN NO.			<b>X</b>	
Cage:		FACILITY CODE		
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>				
<input checked="checked" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [X] is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing items 8 and 15, and returning <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (If required) <b>N/A</b>				
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS AND CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>				
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT CHANGE NO. IN ITEM 10A.				
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)				
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
D. OTHER (Specify type of modification and authority)				
<b>E. IMPORTANT:</b> Contractor ( ) is not, ( ) is required to sign this document and return <u>  </u> copies to the issuing office.				
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organization by UCF section headings, including solicitation/contract subject matter where feasible.) <b>SEE PAGE 2.</b>				
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY (Signature of Contracting Officer)	16C. DATE SIGNED

SECTION SF30 SECTION 14 CONTINUATION PAGE

**A. Make the following changes to the Proposal Instruction section of section “L” Instructions, Conditions and Notices to Offerors:**

**Replace Section 2 “Proposal Instructions” with the following:**

**PROPOSAL INSTRUCTIONS**

**1. DELIVERY OF OFFERS:**

All proposals are to be submitted to Daniel C. Davis, Code 1162NN, Solicitation No.: N00164-03-R-4401, Bldg. 2521, 300 Highway 361, Crane IN, 47522-5001 as indicated above.

**2. PROPOSAL FORMAT:**

a. Each section of the proposal shall be separated by individual tabs and contain sufficient information to permit a detailed evaluation. Each section of information shall be under a separate tab divider as listed below. Proposals are to be neat, legible and orderly. Content is more important than quantity. Proposals will be limited to no more than 150 pages and include an index. Pages are to be typewritten or developed on a word processor using Arial 12 font on 8 ½” x 11 paper”. Offeror is to submit 2 hard copies of proposal and 1 CD version: 1 original, 1 duplicate and 1 CD.

Proposal Sections:

1. Introduction:
2. Past Performance:
3. Offeror Capability:
4. Sample TO #1 Technical Proposal:
5. Sample TO #1 Cost Proposal
6. Sample TO #2 Technical Proposal:
7. Sample TO #2 Cost Proposal:
8. Key Personnel Resumes:
9. Compliance with RFP Instructions:
10. Subcontracting Plan

b. Offerors are not encouraged to take exceptions to this solicitation and any exceptions must be submitted prior to the date set for submission of the proposals. Moreover, if any exceptions are taken to the Statement of Work, and those exceptions have not been resolved prior to the closing date, the offeror must submit a cover letter detailing the particular section, clause, and page to which an offeror is taking exception, and the basis for the exception.

**B. Replace Section 4 of Section L “Offeror Capability” with the following:**

**4. OFFEROR CAPABILITY**

Each Offeror is required to provide a separate section in the proposal outlining same or similar work experience. The section should be separated into individual contracts and should not exceed 6 contracts and provide as much information as possible including but not limited to:

- a. Contract Details
- b. Description of Work
- c. Point of Contact
- d. Relevant work processes
- e. Knowledge gained

**C. Make the following changes to the Sample Task Order Proposal Section in Section “M” Evaluation Factors for Award:**

**Replace:**

Cost and pricing data shall be separate from the technical portion of the Sample Task Order proposal.

**With:**

Cost and Pricing shall be separate from the technical portion of the Sample Task Order proposal. Cost and pricing/labor categories rates will be used to determine contractor understanding of the requirements and cost realism.

**D. Make the following changes to Section “I” Contract Clauses, Ordering Limitations:**

**Replace:**

(1) Any order for a single item in excess of

**With:**

(1) Any order for a single item in excess of \$1,500,000.00

**E. Make the following changes to Section L 7 “Subcontracting Plan”, on page 38:**

**Replace:**

A copy of the current approved Master Plan, or a new Plan specifically developed for this solicitation shall be submitted as part of the Business Proposal for approval.

**With:**

A copy of the current approved Master Plan, or a new Plan specifically developed for this solicitation shall be submitted as part of the offeror’s proposal for approval.

**F. Make the following changes to Section C “Description/Specifications/Work Statement”**

**Add Section “Personnel Qualifications/Responsibilities:**

1. PERSONNEL QUALIFICATIONS/RESPONSIBILITIES

In the performance of any task under this contract, the contractor shall be required to use qualified personnel for each position. Persons filling these positions must meet the following minimum educational/experience requirements:

a. Minimal experience of ALL personnel:

1. Shipboard Experience – At least one (1) year within the last three (3) years on shipboard installations (as related to Ship Alterations (SHIPALTS) or Transportation Alterations (TRANSALTS)) of electronic/communication components and related work of cable pulling, penetration of bulkheads, welding, shipboard hot-work and the gas free certification process

2. Actual Experience – Technicians, Electricians, Welders and Foremen must have experience in four (4) or more of the following categories on security related equipment installations or similar equipment to be supported:

- a. Performed field service
- b. Conducted on-the-job instruction
- c. Directed the installation and checkout of major modifications or field changes (i.e. ORDALTs, SHIPALTs, TRANSALTs, ECPs..etc)
- d. Supervised shipboard technical work
- e. Conducted power level tests (voltage, current, fiber loss)
- f. Conducted shipboard installation and checkout verification tests
- g. Supported the installation of mounting hardware as a result of changes made during shipboard installations
- h. Interfaced with civilian and military personnel at all grade levels
- i. Coordinated with the ships crew/shipyard/Port Engineer to accomplish work (access to spaces, gas-free certifications, hot work chits, crane lift services, etc.)

b. Foreman (Key personnel): The Foreman controls work to be accomplished as assigned by the government AIT. This work is generally limited to one ship/platform, but may include multiple tasks on multiple ships/platforms. The foreman ensures that on-site contractor employees are fully workloaded, and as a matter of practice, will interface with the NAVSEA Crane Installation Manager and AIT Team Leader. The foreman will conduct shipboard meetings for contractor personnel for informational, tasking and safety reviews, file all related reports, maintain a safe and clean work site and provide the technical, administrative and managerial guidance and control over the contractor personnel.

In addition to the requirements stated in paragraphs 1.a.1 and 1.a.2, the Foreman shall have a:

- (a) minimum of two (2) years of supervisory shipboard installation experience.
- (b) minimum of eight (8) years' experience in trade positions on shipboard systems.
- (c) working knowledge of Navy systems, procedures, and experience with the commercial shipping industry systems, procedures, and shipboard requirements.
- (d) minimum of a high school degree or a technical vocational high school degree.

c. Trade Personnel: The following trade positions shall have a minimum of three (3) years of shipboard experience, within the last five (5) years, in the position and be at the journeyman level of competence, and all must have a minimum of a high school degree or a technical vocational high school degree, except where otherwise specified.

1. Welder-The Welder shall be certified in accordance with NAVSEA Standard Item 009-12, steel HY80/HY100, aluminum, cress, etc. The Welder shall also have certification from the American Bureau of Shipping (ABS) and US Coast Guard before they will be allowed on contract operated Naval Vessels.

2. Shipboard Electrician- The Electrician shall have knowledge of Shipboard Electrical Systems, 3-phase Delta power systems, 3-phase Wye power systems, single-phase shipboard power system, electrical power safety, power panel installation and modifications (Adding power panels and adding electrical circuits).

3. Electronics Technician- The Electronics Technician will have training and certifications in cable terminations for MIL-SPEC bayonet connectors, BNC connectors, Crimp type Fiber-Optic Connectors, Epoxy type Fiber Connectors, and Hot-Melt Fiber connectors.

Note: Due to the nature of the work, crossing of trade boundaries will be required (i.e., paint touch up will not require a painter in most cases, each person will clean up after themselves, thus not requiring sweepers/cleaners).

**G. Make the following changes to Section G "Contract Administration"**

**Remove Clause entitled:**

Submission Of Invoices (Fixed Price) (NAPS 5252.232-9000) (JUL 1992)

**Replace with:**

CNIN-G-0004 SUBMISSION OF INVOICES (COST-REIMBURSEMENT, TIME-AND-MATERIALS, LABOR-HOUR, OR FIXED PRICE INCENTIVE)

(a) "Invoice" as used in this clause includes contractor requests for interim payments using public vouchers (SF 1034) but does not include contractor requests for progress payments under fixed price incentive contracts.

(b) The Contractor shall submit invoices and any necessary supporting documentation, in an original and four copies, to the cognizant DCAA office at the following address:

unless delivery orders are applicable, in which case invoices will be segregated by individual order and submitted to the address specified in the order. In addition, an information copy shall be submitted to NSWC Crane Contracting Officer & NSWC Vendor Pay. Following verification the cognizant DCAA office will forward the invoice to the designated payment office for payment in the amount determined to be owing, in accordance with the applicable payment (and fee) clause(s) of this contract.

(c) Invoices requesting interim payments shall be submitted no more than once every two weeks, unless another time period is specified in the Payments clause of this contract. For indefinite delivery type contracts, interim payment invoices shall be submitted no more than once every two weeks for each delivery order. There shall be a lapse of no more than 30 calendar days between performance and submission of an interim payment invoice.

(d) In addition to the information identified in the Prompt Payment clause herein, each invoice shall contain the following information, as applicable:

- (1) Contract line item number (CLIN)
- (2) Subline item number (SLIN)
- (3) Accounting Classification Reference Number (ACRN)
- (4) Payment terms
- (5) Procuring activity
- (6) Date supplies provided or services performed
- (7) Costs incurred and allowable under the contract
- (8) Vessel (e.g., ship, submarine or other craft) or system for which supply/service is provided

(e) A DD Form 250, "Material Inspection and Receiving Report",

☐ is required with each invoice submittal.

☒ is required only with the final invoice.

☐ is not required.

(f) A Certificate of Performance

☒ shall be provided with each invoice submittal.

☐ is not required.

(g) The Contractor's final invoice shall be identified as such, and shall list all other invoices (if any) previously tendered under this contract.

(h) Costs of performance shall be segregated, accumulated and invoiced to the appropriate ACRN categories to the extent possible. When such segregation of costs by ACRN is not possible for invoices submitted with CLINS/SLINS with more than one ACRN, an allocation ratio shall be established in the same ratio as the obligations cited in the accounting data so that costs are allocated on a proportional basis.

\* In contracts with the Canadian Commercial Corporation, substitute "Administrative Contracting Officer" for "contract auditor"

\*\* Check appropriate requirements.

**H. The following represent questions received for clarification of the original solicitation. The answer follows the question.**

1. In Exhibit C (SOW), on page 11, under paragraph 4.1, stated that GFI will be provided in sufficient time to allow completion of assigned tasking. Relative to preparing a response for a task order proposal request, when can a successful offeror anticipate being provided the required GFI and GFM items?

**Answer:** ***GFI will be provided with the task order proposal request. GFM will be available on or prior to the first day of installation.***

2. In Exhibit C (SOW), on page 12, armory, weapons/ammunition, and gun mount items are listed as potential items to be installed. As such, request that applicable standards and specifications be identified in Exhibit C Table 2-1.

**Answer:** ***Information will be provided prior to start of installation.***

3. In Exhibit C (SOW), on page 13, stated that contractor personnel assigned to perform work under this contract shall be capable for being cleared to access information and equipment up to and including the Secret level. As such,

- a. Will a successful offeror be required to perform work to up to and including the Secret level in the offeror's facility?
- b. What, in terms of cubic feet, will be required for the storage capacity of classified material?
- c. Will a successful offeror be required to prepare or modify classified documents?
- d. Is a DD Form 254 to be provided by upon issuance of individual orders or upon award of the contract?

**Answer:**

- a. ***No. The possibility exists for the contractor to utilize classified information for scheduling purposes.***
- b. ***3 cubic feet***
- c. ***No. Classified documents will be utilized for reference only.***
- d. ***The DD Form 254 will be provided upon award of the contract.***

4. In Section I "Order Limitations", on page 21 (b) (1), the amount for any single order that the Contractor is not obligated to honor has not been provided. Request that this amount be provided.

**Answer:** ***See item D of this Amendment.***

5. In Section L 7 "Subcontracting Plan", on page 38, stated that a business proposal is to be provided. However, Section L does not identify submission or content requirements for a business proposal. Request that clarification for this item be provided.

**Answer:** ***See item E of this amendment.***

6. In Section M, on page 40, stated that key personnel resumes will be evaluated to ensure that education and experience qualifications in Section C are met or exceeded. No key labor category personnel education and experience qualifications have been provided in Section C. Request that these qualification criteria be provided.

**Answer:** ***See item F of this amendment.***

7. In Section M, starting on page 40, indication is provided that key personnel resumes will be evaluated as part of the Offeror Capability Section. Section L does not address a requirement for key personnel resume submissions. Request that clarification on this matter be provided.

**Answer:** *Key personnel resumes will be required for the following labor categories:*  
**2 Resumes-Team Leader/Field Supervisor**  
**6 Resumes-Shipboard Welder**  
**8 Resumes-Electronics Technician and/or Shipboard Electrician**

8. Within the solicitation, a listing for shipboard CONUS and OCONUS places of performance has not been provided nor has an anticipated percent for efforts relative to the places of performance. Request that this information, and the anticipated number of vessels to be altered over the life of this contract, be provided to ensure that a complete and accurate response is submitted.

**Answer:** *The CONUS and OCONUS locations of performance will be ports/shipyards frequently visited by Navy and MSC ships (i.e. Norfolk, San Diego). The current estimated total is 76 installations.*

9. Exhibit F, Past Performance Questionnaire:

- a. On page 1, states that the Questionnaire is due to NSWCD on or before 15 December 2003. Clarification is requested for this item.
- b. The provided questionnaire is a \*.pdf format file. To assist our customers in providing a timely responses, request that the questionnaire be provided in an MS Word format document.
- c. Additionally, and to assist our customers in providing timely responses, request that provisions be included to allow our customers to E-mail responses to your organization.

**Answer:** *a. The past performance questionnaires are due no later than five (5) days prior to proposal due date.*  
*b. The past performance questionnaire will be posted as a Word document.*  
*c. Past performance questionnaires can be e-mailed to [davisdc@crane.navy.mil](mailto:davisdc@crane.navy.mil) but the offeror is still responsible for ensuring that they have been received on time.*

10. Request clarification on the Government's intent to make awards to offerors submitting offers for portions of the overall contract (e.g., submitting an offer relative to a geographical area [i.e., East/West Coast] consistent with the Sample Task Order Narrative(s)).

**Answer:** *The solicitation is for CONUS and OCONUS locations. The information supplied should provide your capabilities for all locations, as all successful awardees will be able to propose on all task orders. The Government realizes that geographical area may have an impact on individual task order proposals but contract awards will be based on the overall evaluations of proposals received.*

11. Reference Section M: In evaluating the cost/price data for the sample tasks, what criteria does the Government intend to use to establish price reasonableness and cost realism?

**Answer:** *The Government intends on using the cost and pricing data to determine the offeror's understanding of the requirements and ability to estimate the cost and pricing as well as cost realism.*

12. Request confirmation of the NAICS code for incorporation into Section K. In the synopsis 561621 is the stated NAICS code please confirm.

**Answer:** *The NAICS code for N00164-03-R-4401 is 336611(Ship Building and Repairing).*

13. Cost is a factor, but can only be evaluated based on the sample task response, what is the weighting factor of cost verse technical approach internal to the sample task evaluation?

**Answer:** *Within the sample task order proposal the technical factors will be more important than the cost factor.*

14. Section L, page 36, "Proposal Instructions," para 3:  
This Section describes the submission of Past Performance Questionnaires. What else is required in this Section?

**Answer:** *The section tabbed Past Performance shall consist of a list of references as well as a summary and POC information.*

15. Section L, page 37, "Offeror Capability," para 4:  
It is assumed that the contracts to be discussed in this Section are the same as those referenced in the Past Performance Questionnaires. Is this correct?

**Answer:** *Not necessarily but the Government will utilize all the information available for evaluation.*

16. Section M, page 40, "Offeror Capability," para (2):  
How many resumes are required for the labor positions of  
Team Leader/Field Supervisor  
Shipboard Welder  
Electronics Technician and/or Shipboard Electrician?  
This paragraph references education and experience required by labor qualifications in Section C; however, there are none listed in the Statement of Work. Please clarify.

**Answer:** **Required resumes:**  
**2-Team Leader/Field Supervisor**  
**6-Shipboard Welder**  
**8-Electronics Technician and/or Shipboard Electrician**

**See item C of this amendment.**

17. For cost estimating purposes – Can the government establish an assumed contract start date? (Completion date would be 60 months after start date in accordance with Section F, page 10 "Time of Performance")

**Answer:** *The Government anticipates contract start date to be 4<sup>th</sup> quarter of fiscal year 04*

18. Exhibit C, "Statement of Work", page 10:  
If costs such as Duplication, ADP & CAD usage, Company Owned Vehicle Support and Special Tools and Equipment are directly identifiable to a Task Order and the contractor's Disclosure Statement treats these costs as a Direct Cost will they be considered allowable costs under the resulting contract?

**Answer:** *No, these costs should be assigned according to the contractor's approved disclosure statement.*

19. Section L, page 37-38, "Compliance with RFP Instructions" para.(b):  
It is assumed that the contractor shall provide burdened labor rates for the following:  
Named Key Personnel



Other labor categories as determined by the contractor who may perform work on resulting contract.  
Is this correct? If not what burdened labor rates should be provided?

**Answer:** *The contractor shall provide the burdened labor rates for the key personnel as well as any other labor category which the contractor anticipates working on resulting contract.*

20. Section L, page 37-38, "Compliance with RFP Instructions" para.(b):

- It is assumed that the contractor will provide burdened labor rates for various years. (i.e. Year 1, 2, 3, 4 and 5) Is this correct?

**Answer:** *The contractor shall provide the current years burdened labor rates as well as the estimated 5-year escalation rates (in % terms).*

21. Exhibit D, "Sample Task Narrative(s)," para 4.0:

Paragraph asks the contractor to "List the procurement charges to purchase the Electrical Cable listed in each Task Order."

It is correct to assume this is limited to "Contractor Furnished Material" contained in each of the Sample Tasks?

**Answer:** *Yes, this applies to Contractor Furnished Material only.*

22. Exhibit D, "Task Order Guidelines #1 (Norfolk Area) para 10.1:

Is the contractor required to develop and support prices for each of the items contained in paragraphs 10.1, 10.2 and 10.3?

Is the contractor to use the prices provided by the government (where given in paragraph 10.1 – for example "Banding Material" \$500 Sample TO) for pricing the Sample Tasks?

**Answer:** *Yes, use the examples provided for the sample task order proposal.*

23. Exhibit D, "Sample Task Narrative(s)," para 5.4:

What is the significance of this statement?

**Answer:** *This information is provided for calculating total labor hours for the sample task order proposal.*

24. Section L, page 37, "Sample Task Order Proposal" para.(d):

Is it correct to assume the Cost Breakdown should contain detailed cost associated with the Personnel outlined in Exhibit D, "Sample Task Narrative(s)," para 5.1?

**Answer:** *Yes, the sample task order cost breakdown shall be detailed and include the following:*

- 1. Pre-installation preparation*
- 2. Installation*
- 3. Post installation close-out*

**I. The proposal due date has been extended to 23 Apr 04, 2:00 PM EST.**

**Note: All offerors are reminded that a notice of intent to submit proposal is required for this solicitation no later than 17 MAR 2004 via e-mail to davisdc@crane.navy.mil.**